



3 NUTRITION SERVICES
3.33 Nutrition Education Contacts Provided by
Other (Non-WIC) Nutrition Staff

Effective: 12/1/95

Revised: 3/1/01

POLICY: Nutrition education contacts provided by other (non-WIC) nutrition staff (e.g., HealthCheck, Prenatal Care Coordination, Birth to Three, Wisconsin Extension Nutrition Education Program (formerly Extension Food and Nutrition Education Program and the Family Nutrition Program) may be considered WIC secondary nutrition education contacts if they address the participants' identified nutritional needs and if procedures to assure continuity of care are implemented. These contacts, however, cannot be applied to the recommendation to expend at least 17% of the local WIC budget on nutrition education.

PROCEDURE:

A. WRITTEN PROTOCOLS

Develop written protocols for the provision of nutrition education amongst the pertinent programs. A formal Memorandum of Understanding is needed if client information is to be disclosed without written releases; see the Confidentiality Policy. The protocols need to address:

1. Individual Contacts:
 - a) Referral criteria and procedures so that appropriate follow-up can be provided.
 - b) Procedure for relaying client care information back to the WIC Project for inclusion in the WIC participant's file in order to facilitate appropriate follow-up at the next WIC appointment.
2. Other Contacts (e.g., interactive displays done by UW-Extension, community-based contacts):
 - a) Expectations so that the contacts are quality contacts that address participants' identified needs. The Project may request copies of lesson plans, evaluation results, etc.
 - b) Procedure for relaying participation information back to the WIC Project for inclusion in the WIC participant's file in order to facilitate appropriate follow-up at the next WIC appointment. Or, the project may develop, as approved by the Regional Office Nutrition Consultant, another method to streamline the paperwork while maintaining continuity of care.



B. COUNTING THE CONTACT

Count the contact as a secondary nutrition education contact (i.e., enter into DAISy) if the contact addresses the individual's nutrition needs identified at WIC.